

SOLICITATION FOR:
Request for Information
Somerville Green Tech Program
RFI 15-34



CITY OF SOMERVILLE, MASSACHUSETTS

RELEASED:
10/21/2014
DUE BY:
12/1/2014 11:59 PM EST

DELIVER TO:

Online submissions required
<http://www.somervillema.gov/greentech>

City of Somerville
Office of Sustainability and Environment
Attn: Oliver Sellers-Garcia
ogarcia@somervillema.gov

**CITY OF SOMERVILLE MASSACHUSETTS
SOMERVILLE CITY HALL
93 HIGHLAND AVENUE
SOMERVILLE, MA 02143**

**SUBMISSION INSTRUCTIONS FOR
Somerville Green Tech Program
RFI 15-34**

The City of Somerville is issuing an RFI in an effort to gain information to aid the development of a program for the City to engage with emerging green tech companies and foster innovation that can be applied in Somerville. The purpose of this RFI is to gain a greater understanding of the projects and services that green tech companies can offer to pilot, demonstrate, launch or apply as part of the greater effort to experiment and develop new ideas that will support sustainability in the City of Somerville including our 2050 net zero emissions target.

By responding to this RFI, you will be giving shape to a City program that may benefit your business. As a result of your input, the green tech innovation program will provide the right resources to encourage the growth and success of green tech companies. In addition, this RFI may lead to the issuance of Requests for Proposals for green technologies.

**SECTION 1.0
GENERAL INFORMATION ON BID PROCESS**

1.1 General

- Please submit all responses to the RFI through our website:
<http://www.somervillema.gov/greentech>
- Provide a link to your website, if available.
- Include a video or other visual materials that demonstrate your company and product, if applicable.
- Please respond to all required questions and all others that apply. The more information we receive, the more we can tailor the Somerville Green Tech Program to meet your needs.

1.2 RFI Schedule

Key dates for this Request for Information:

RFI Issued	10/21/2014
Deadline for Submitting Questions to RFI	11/1/2014
Information Session	11/6/2014
RFI Submissions Due	12/1/2014 – 11:59 P.M.
City Announcements on Summary of Findings and Next Steps	Early 2015

1.3 Submission Delivery

Responses must be delivered by **December 1, 2014 at 11:59 PM EST** by submitting an electronic copy of your response materials through our website <http://www.somervillema.gov/greentech>

1.4 Questions About the Solicitation

For questions concerning the City of Somerville, please visit our website: <http://www.somervillema.gov/greentech>. The City of Somerville dashboard contains data and information on our community which may be helpful to you in thinking about your company's role in a collaboration with the City: <http://somervillema.gov/dashboard/>.

For questions regarding this solicitation, contact Oliver Sellers-Garcia, Director of Sustainability and Environment, at (617) 625-6600 x2016 or ogarcia@somervillema.gov **before November 1, 2014 at 11:59 PM EST**. Written responses will be posted on <http://www.somervillema.gov/greentech>

SECTION 2.0

SPECIFICATIONS/SCOPE OF SERVICES

2.1 Background

The City of Somerville is a city where new ideas happen, and via this initiative we want to make the City a place to experiment and develop new ideas. As part of this greater effort, the City is looking to create a Green Tech Program that fosters an environment conducive to the development of new technologies that address local and global sustainability issues. Through this program, the City will engage with idea-generators and create a model for municipal-innovator collaboration.

The purpose of this RFI is to gain information that will be used to aid the development of a program for the City to engage with emerging green tech companies and foster innovation that can be applied in Somerville. Responses to the RFI will be used to identify emerging green technologies (and the companies that develop them) that can benefit the people and institutions of Somerville. Through responses to this RFI, the City wishes to identify methods to leverage local entrepreneurship and creativity to meet Somerville's 2050 net zero emissions target. The City will also develop an understanding of emerging green tech companies' needs for developing technologies and growing their business in Somerville.

2.2 Potential Future Phases

The City will use information received through this RFI to develop different components of the Somerville Green Tech Program. The program will be designed to meet the needs of emerging green tech companies and the City's sustainability goals. Companies that respond to this RFI will play an active role in shaping the program. Details of the Somerville Green Tech Program will be announced in early 2015.

Possible components of the future program include:

- Events that connect emerging companies with partners, collaborators, and potential customers.
- Semi-annual contests for pilot projects hosted by the City.
- Semi-annual contests for demonstration projects hosted and/or sponsored by the City.
- Solicitation of green/innovative products or services for City procurement.
- Events that increase visibility of your product and provide feedback from technical experts.

Participation in the program will help emerging green tech companies validate their prototypes, connect with other organizations, and gain credibility and visibility from participating in a City-sponsored, mission-driven program.

2.3 Respondents

The City encourages a broad range of emerging green tech companies to participate in this RFI, including:

- Startup companies
- Sole proprietors
- Companies that have not done business with a municipality before

- Companies that have a product that has been designed but not yet manufactured or brought to market
- Companies located in Somerville and surrounding communities

2.4 Requested Information

In your response, please answer the following questions (*notes required response):

Your company and technology

- * What is your company's unique value proposition?
- *Describe your company's green technology.
- *Who is the end user?
- *Is your company looking to sell a product, test a prototype, publicize a new technology, or other?
- Why is Somerville be a good customer or test case for your technology?

Impact and benefits

- *What is the environmental benefit (e.g., energy savings, water use reduction, GHG emissions reduction)?
- How does it contribute to making cities greener (e.g., supports non-automobile transportation)?
- What are the projected cost savings to the end user? What processes are made more efficient?
- What is the potential economic benefit to the local/sustainable economy? Could your company create additional local jobs through employment or manufacturing?
- How does your technology contribute to improvement of public health and community wellbeing?
- Is there an educational component to the development and/or deployment of your technology?

Doing Business

- *Have you worked with a city before? What would be the one thing you would change about working with a City?
- *What barriers to your success can we remove? In developing, testing, or deploying your technology, what obstacles (economic, technical, or regulatory) have you faced or do you foresee?
- Who can we help you network with? List the entities or types of entities with whom your company would work to develop and deploy your technology?

Possible Next Steps

Please rate your interest in the possible next step options:

- Events that connect emerging companies with partners, collaborators, and potential customers.
- Semi-annual contests for pilot projects hosted by the City.
- Semi-annual contests for demonstration projects hosted and/or sponsored by the City.
- Solicitation of green/innovative products or services for City procurement.
- Events that increase visibility of your product and provide feedback from technical experts.
- Do you have any other suggestions for future phases of the Somerville Green Tech Program?

If you are testing a prototype:

- How long do you need to test your product?
- What non-financial resources would the City provide to test your product? For example, a utility connection, active participants?
- Where would your test take place? In a city building, the public realm, a commercial building, a residential building, etc.?
- What data will you collect?
- When do you expect to see results?
- What are costs to your company and others associated with your project?
- Approximately when will you be ready to test your product?
- By approximately what time do you expect to see results?

Additional comments:

- Please provide any additional information you would like the City to know as well as any questions we can answer regarding this RFI or the resulting Somerville Green Tech Program.